

State of Wisconsin

OFFICE OF STATE EMPLOYMENT RELATIONS

DIVISION OF MERIT RECRUITMENT AND SELECTION BULLETIN

Date: July 12, 2004

Subject: Miscellaneous Classification Plan Changes

Locator No: OSER-0045-MRS-SC

Pursuant to s. 230.09, Wis. Stats., the Director of the Office of State Employment Relations (OSER) has approved the classification plan changes identified on this bulletin. Regardless of the actual notification date, the **effective date is July 11, 2004**, unless otherwise stated.

1. *Abolish* the **Chief Examiner, Savings Institutions** classification, **effective July 11, 2004**, as this classification is not used nor will it be used in the future. No reallocation notices need to be processed for this action. Questions may be directed to Leean White at (608) 267-0344.
2. *Modify* the **Corrections Human Resources Coordinator** classification specification, **effective July 11, 2004**, to include a position located at the Department of Corrections in the Division of Adult Institutions. No reallocation notices are required to implement this action. Questions may be directed to Denise Kohout at (608) 266-0712.
3. *Modify* the **Area Administrator** classification specification, **effective July 11, 2004**, to update organizational names and remove reference to the position that performs similar functions for Milwaukee County. No reallocation notices are required to implement this action. Questions may be directed to Leean White at (608) 267-0344.
4. *Modify* the **Clinical Coordinator** classification specification, and *change the DP Unit Code*, **effective July 11, 2004**, to update the allocation for the Wisconsin Veterans Home at the Department of Veterans Affairs. The allocation at the Department of Health and Family Services was updated to reflect the change in the division name. The classification was also updated to add an exclusion statement to indicate positions must supervise. The DP Unit Code is changed to indicate the position is now supervisory. Questions may be directed to Diane Siegler at (608) 267-0408.
5. *Change the DP Unit Code* for **Therapy Program Supervisor**, **effective July 11, 2004**. These positions no longer supervise confidential staff. Questions may be directed to Diane Siegler at (608) 267-0408.

Internet Availability:

The target date for the availability of classification specifications from this bulletin on the OSER Web Page is July 26, 2004. This is the only notification DMRS will be providing, so please share this information with appropriate agency staff. Any questions should be directed to Debra Bower at (608) 267-5162.

Alphabetical Listing of Classifications:

The Alphabetical Listing of Classifications (Alpha List) is also available on the OSER Web Page at <http://oser.state.wi.us>. Go to the reference center tab and then Alphabetical Listing of Classifications. The Alpha List is updated monthly after classification plan changes are implemented. The date of the last update is listed at the top of the document. Please contact Wil Mickelson at (608) 266-0714 if you have any questions about information contained in the Alpha List.

Contact Points:

Questions may also be directed to the appropriate analyst at the OSER Fax number (608) 267-1000 or by e-mail at (using the analyst's name) firstname.lastname@oser.state.wi.us.

Patricia M. Almond, Administrator
Division of Merit Recruitment and Selection

Classification	Class	Pay	Unit	EEO	FLSA	FLSA	Job	CIC
	Code	Range	Code	Cat.		LTE Code	Group	Code

ABOLISH

1) Chief Examiner, Savings Institutions
02400 81-01 19 1 E N 001 007

Classification	Class	Pay	Unit	EEO	FLSA	FLSA	Job	CIC
	Code	Range	Code	Cat.		LTE Code	Group	Code

MODIFY

2) Corrections Human Resources Coordinator
49610 81-03 99 2 E N 020 027

3) Area Administrator
49840 81-03 17 2 E N 019 005

Classification	Class	Pay	Unit	EEO	FLSA	FLSA	Job	CIC
	Code	Range	Code	Cat.		LTE Code	Group	Code

MODIFY & CHANGE DP UNIT CODE

4) Clinical Coordinator

OLD	50240	81-02	18	2	E	N	003	005
NEW	50240	81-02	17	2	E	N	003	005

Classification	Class	Pay	Unit	EEO	FLSA	FLSA	Job	CIC
	Code	Range	Code	Cat.		LTE Code	Group	Code

CHANGE DP UNIT CODE

5) Therapy Program Supervisor

OLD	39780	81-02	98	2	E	N	066	098
NEW	39780	81-02	17	2	E	N	066	098

Note: Agencies are reminded to record relevant changes in the Job Group Listings distributed by the Division of Affirmative Action.

Effective Date: 1-5: July 11, 2004